

MARSHALL MUNICIPAL UTILITIES

**75 East Morgan
Marshall, MO 65340**

September 30, 2021

The Board of Public Works convened in regular session in the MMU Service Center Conference Room at 8:30 a.m. Board members present were Wick Jacobi, President; Ken Bryant, Vice President; Steve Mills, Secretary and Spencer Fricke, Member. Also in attendance were City Council Member Dewey Hendrix and City Administrator JD Kehrman.

The agenda was approved on a motion made by Mr. Mills, seconded by Mr. Bryant, with a vote of 3-0. The minutes of the September 17th meeting were approved as printed on a motion by Mr. Bryant, seconded by Mr. Fricke, with a vote of 3-0.

Human Resources Manager Megan Baldrige requested the continuation of Mike Welborn's leave of absence until January 4, 2022. Mr. Mills made a motion to continue Mike Welborn's leave of absence until January 4, 2022, if needed, with continuation of health insurance premiums. The motion was seconded by Mr. Bryant and passed with a vote of 3-0.

Manager Baldrige then requested to extend the COVID-19 Emergency Paid Sick Leave Policy through December 31, 2021. She and the Board discussed why it was important to have this leave. Mr. Mills made a motion to extend the COVID-19 Emergency Paid Sick Leave Policy through December 31, 2021. The motion was seconded by Mr. Fricke and passed with a vote of 3-0.

Manager Baldrige then updated the Board that the online applications for medical insurance quotes will be completed today. She has received some quotes for the ancillary benefits. The Saline County Health Department will be here October 12th to provide flu and/or COVID-19 vaccinations to all employees that are interested. After reviewing the comparison of injuries and incidents between this and last year, Mr. Mills requested Department Directors talk to their employees about the increase of recordables and relay how they affect every part of the utilities.

Electric Distribution Director Doug Root requested approval to continue with year two of the three-year contract with Poor Boy Tree service. Doing so would keep them in town so they could begin keeping trees out of the overhead lines for 2022. Mr. Bryant made a motion to approve contract tree trimming for fiscal year 2022. The motion was seconded by Mr. Fricke and passed with a vote of 3-0.

Controller Tony Bersano presented a letter of understanding for the accounting firm of Gerding, Korte & Chitwood to perform the 2021 audit. Mr. Mills made a motion to authorize the Board President to sign a letter of understanding for the September 30, 2021 audit with Gerding, Korte & Chitwood. The motion was seconded by Mr. Bryant and passed with a vote of 3-0.

Controller Bersano then requested approval to do an interdepartmental loan to assist with funding the improvements to the aeration basin and final clarifiers at the Wastewater Treatment Plant. Mr. Bryant made a motion to authorize the transfer of funds from the Electric Department to the Wastewater Department on an as needed basis to pay for the costs incurred for the Aeration Basin and Final Clarifiers project. The interest rate is to be the six-month Treasury Bill rate established by the market on the sale date prior to January 1st and July 1st of each year. Semi-annual payments of interest only will be made until final costs are determined. The amount of monthly principal payments will be determined at a later date. The motion was seconded by Mr. Mills and passed with a vote of 3-0.

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Underground Facilities Director Grant Piper requested approval to install a new 1" water service at 2960 South Odell Avenue. This residence is outside the city limits, but has been released by PWSD #3. Mr. Mills made a motion to approve the request of a new 1" water service at 2960 South Odell Avenue for Steven Malan. The motion was seconded by Mr. Fricke and passed with a vote of 3-0.

Director Piper then requested approval to purchase a walk-behind concrete saw. The department has to borrow one from Municipal Services annually for the open cut water and sewer main replacement project. The purchase of a walk-behind concrete saw would improve safety and efficiency when cutting city streets for these projects. Mr. Bryant made a motion to request bids for a walk-behind concrete saw. The motion was seconded by Mr. Mills and passed with a vote of 3-0.

Director Piper then informed the Board that truck #502's transmission failed. After speaking with the Fleet Mechanic, he recommends repairing it.

Water Treatment Plant Superintendent Travis Boss informed the Board that Underground Facilities has repaired the 12" raw water line break at the plant; the cause was due to age and dry weather. He also updated them on the CO2 skids; one is complete and the other one is being plumbed and programmed. Superintendent Boss also stated the report from DNR's August 18th and 20th inspection was received with only one recommendation noted. They requested that the air relief valves leaving the plant extend above the ground; the Underground Facilities crew has already modified it.

Electric Production Director Carl Crawford reported DNR performed their non-Title V inspection of units #7, 8 and 9; all units were found to be in compliance. He is working with MoPEP on how they can ensure generation reliability during the winter months. The crew has finished painting the air intakes on units #10 and 11.

Wastewater Treatment Plant Superintendent Nolan Townsend stated the State Public Health Laboratory inspected the lab on September 17; he indicated that everything seemed to go well but that he will know more once the report is received. Crews have spread approximately 65 dry tons of biosolids in the last 2 weeks.

General Manager Jeff Bergstrom updated the Board on behalf of IT & Broadband Director Jim Widel about construction of the Broadband Grant #1 project. The contractor has finished on Ladder Avenue and is currently on Meyer Lake Drive. They are close to installing the first customer on Lark Avenue.

General Manager Bergstrom spoke of the MoPEP Virtual Ownership Committee meeting. They discussed this year's winter storm event and how to make sure the Pool has generation available. He is working with FEMA/SEMA on the June flood event. The paperwork has been submitted and a conference call is scheduled for October 1. The contract for the Wastewater Treatment Plant improvements has been approved by the City Council, signed by the mayor and sent to Burns & McDonnell along with a notice to proceed. He is also working with the new MSDC Executive Director on updating the available property catalog and submitting project requests.

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Mr. Bryant made a motion to approve and issue warrants from the following funds for cash disbursements to accounts payable.

WATER OPERATING FUND	\$ 95,578.71
ELECTRIC OPERATING FUND	\$ 552,420.27
SEWER REVENUE FUND	\$ 281,431.03
INTERNET OPERATING FUND	\$ 52,671.63
NATURAL GAS OPERATING FUND	\$ 10.15
ELECTRIC CONSUMER DEPOSIT FUND	\$ 7,500.00
Total	\$ 989,611.79

The motion was seconded by Mr. Fricke and passed with a vote of 3-0.

The next Regular Board meeting will be Thursday, October 14th, 2021.

Following a motion by Mr. Mills, seconded by Mr. Fricke, the Board adjourned the regular meeting at 10:14 a.m. to go into an Executive Session to discuss matters under Mo Rev. Stat. 610.021 (Supp. 2009) concerning: lease, purchase or sale of real estate [2] and personnel actions [3]. The motion passed by a vote of 3-0.

Roll call: Steve Mills yes
 Ken Bryant yes
 Spencer Fricke yes
 Wick Jacobi yes

BOARD OF PUBLIC WORKS
/s/Steve Mills _____, Secretary